

**PRIVATE & CONFIDENTIAL**

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| --- | --- | --- | --- | --- | --- |
| Date: |  | Our Ref: |  | Your Ref: |  |

Dear F/C name

Further to the Permanency Panel which met on ……………….., I am pleased to inform you that you have been matched as a permanent foster carer/s with child’s name.

Thank you for the commitment you have shown to child’s name.

Yours sincerely

**Assistant Director**

**Agency Decision Maker**